

**Unitarian Universalist Congregation of Charlottesville**  
**BOARD OF TRUSTEES MEETING MINUTES**  
**July 27th, 2022**

**Major focus for Board in 2021-22:**

*Mission: Healthy and thriving congregation that does justice work in the world.*

*Vision: To become a welcoming, inclusive congregation.*

- 1. Foster a healthy, inclusive culture*
- 2. Build a growing, thriving congregation*
- 3. Listen and learn from all the voices of our congregation*
- 4. Nurture a culture of giving*
- 5. Learn about effective governance*

**In attendance** – Pam McIntire, President; Bev Ryan, Vice-President; Kay Frazier, Treasurer; Hayley Owens, Secretary; Renee Brett, Chris Little, Breck Gastinger, Steve Brecker, At-Large Members; Sean Skally, Director of Admin and Finance; Tim Temerson, Lead Minister; Rev. Leia Durland-Jones, Minister of Faith Development

**Absent** – Jim Gorham

**Guests** –David Shutt and Alex Halley, Members of Facility Rental Task Force

**I. Opening - (20 mins)**

- Opening and Closing Words: Hayley
- Reporter:
- Time Keeper: Steve
- Process Observer: Breck

**Reporter()** When you are the Board Reporter you can post your notes directly to the website with this link: <http://uucharlottesville.org/post> and someone from the communications team will review it and put it online. You can also send the text to Caroline and/or let her know there's a post on the website.

1. Opening Words - (5 min)
2. Check-In (30 min) - (1-2 mins per person) Introductions: share name, who is a part of your household, and something that you would like everyone in the group to know about you.
3. Community Time / Public Comment -
4. Acceptance of Agenda

**MOTION:** Bev made the motion to Accept the agenda.

Motion was seconded by Breck.

The Board unanimously accepted the agenda as presented.

5. Written Correspondence (none)

### III. Reports (35 min) - written reports can be found at the end of the minutes.

1. **Facility Rental Task Force Report** (Written) - Facility Rental Task Force

\*\* 15 minutes allocated for discussion and questions with committee members

- The taskforce has been working since the beginning of January to understand how to improve rentals in order to stabilize and improve revenue stream. Beginning of their work has been to understand the larger picture. Want to check in with the Finance Committee and board to make sure they are heading in the right direction.
- One short term recommendation to call out – establish a buildings committee. Our congregation has not had one since Sean began his job (2019).
- Board agrees with values and vision – want to make sure we are celebrating our advantages like the great tech set up that we have in our sanctuary, the accessibility of our buildings, and the acoustic quality of our sanctuary (unique in Charlottesville).
- Question about how values help us make decisions on these rentals. Answer: We do outreach to the community through the lens of our values and can be selective about groups that might not be appropriate (e.g. political group). Clearly articulating vision and values gives us the ability to say no.
- It is important for mission and values to show up in our policy. Current policy has the decision about tough calls on who we share our space with being made at the ministry level.
- The values articulated in the report are a continuation of our pre-Covid values.
- Glenn Short Committee has been functioning as a kind of Building Committee. Great source of knowledge.
- Once the task force's work finishes, they will disband and the buildings committee will pick up from there. Need to prioritize establishing the building committee.
- The Building Committee will help manage the facilities so that the work does not all fall on Sean.
- Need to recruit broadly for the Building Committee - people we know, but also the newsletter and service announcements.
- What is needed: People who can help with repair and maintenance of the building. Need folks who will organize and help out with repair, re-painting, odd jobs like replacing deck end-rails, and powerwashing. Would be helpful if there was someone who could be a resource for building codes.

2. **President's Report** (Written) - Pam McIntire

3. **Vice President's Report** (Written) - Beverly Ryan

\*\* made over \$1,000 through the yard sale!

4. **Treasurer's Report** (Written) - Kay Frazier

5. **Lead Minister's Report** - (Oral) - Rev. Tim Temerson
  - Has been meeting with Rev. Leia frequently to plan for August/ the fall. Shares that it has been great to work together so far. Enjoyed meeting with Scott as well for some fall planning.
  - Looking forward to meeting with Sean soon and getting to know all he does.
6. **Minister of Faith Development's Report** (Written) - Rev. Leia Durland-Jones
  - Pleased there has been such a robust response to the UUA's Reproductive Rights Training. Great group of people who are engaged in our congregation. Currently thinking about what are next steps for our congregation and looking forward to the next two training sessions.
  - Shared reflection on professional development classes with the Center for Holding Space. In classes with people from all over the world. Learning how to deeply be with other people in a variety of ways. Classes offered opportunity for self-reflection and greater learning on transformational ways to show up for others.
7. **Director of Administration and Finance Report** (Oral) - Sean Skally
  - HVAC System update in Summit. EPA has phased out use of HCFCs, which are in the refrigerant our system uses. Because of this we can not source refrigerant to repair our system, so the whole system needs to be replaced. Estimated \$50,000 to buy new units. Currently getting more estimates for this replacement.
  - Finance committee has been briefed and wants to get more estimates before they make a recommendation to the board.
  - The point was raised that the Summit House is a large space – over 4,100 sf – used for ministry, PACEM, and UU programing so we need a unit capable of serving it.
  - John Semmelhack is a great resource about this building.
8. **Building Use Task Force** - No update this month
  - Will meet in August
9. **Membership Report** (Written) - Membership Committee

Membership stands at: 306

Membership increased by one additional member this month.
10. **Board Liaison Reports**
  - Nom Committee: (oral) Breck Gastinger
    - First meeting on July 26th. Welcomed new members. Most of the work occurs in the spring, but will start building relationships with congregants.
    - There is an opening on the personnel committee to fill.
  - Personnel Committee (oral) - Beverly
    - Last week was the first meeting with new folks. Carol Gardner will be the chair.

- Communications Committee (oral) - Steve
  - Taking a close look at the website for improvements and changes. Looking at new templates. Welcome any comments from the board.
  - Draft press release ready about Rev. Tim joining the congregation in August..

### III. Electronic Motions (1 minute)

1. Approval of the June minutes happened electronically.

**BREAK AND GRATITUDE CARDS (5 min)** - Please think of people the Board should recognize for their recent contributions to our church community.

### IV. Old Business (none)

### V. New Business (35 mins)

- **Board Retreat (Pam):** 10 mins
- Would be great to have an onboarding notebook for new board members. Rev. Leia and Sean will pull this together.
- The retreat could be a conversation about operationalizing our goals, understanding who does what, and how to get the ball rolling on goals made last year.
- Discussed holding this retreat on the morning of September 10th in-person over some breakfast foods. *This date may change.*
- Planners: Breck, Rev. Tim, Kay, and anyone else who would like to be involved.
- **Repair of Summit House HVAC (Sean):** 20 minutes
- Discussion held during DAF's Report.
- **Review the Upcoming Church Calendar (Rev. Leia):** 5 minutes
- Hopefully there will be a once a month special event happening in the fall. Current plans include a swimming social party and honoring the community elders. These are important times for us to connect, but also for people to get to know Rev. Tim.
- Rev. Tim has already been planning the services he will be preaching at in August.

### VI. Closing Activities (5 min)

1. Process Review –
2. Things to do / communicate
  - a. Optional: check out the website to give communication committee feedback.
  - b. Think about good recruits for the Building Committee. Send to Sean.
  - c. Hayley to send out: Sign up for board announcements and board meeting roles sign ups.
  - d. Board Retreat committee to begin planning conversations.
  - e. Board to plan to post agenda in advance of board meeting.

- f. Follow-up email about the executive board meeting date.
3. Closing Words - Hayley

**Dates to remember**

Next UU Charlottesville Executive Board Meeting: August 10 or 11, 2022

Next UU Charlottesville Board Meeting: August 24, 2022

*Minutes respectfully submitted,  
Hayley Owens, Board Secretary*

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**Reports to the Board**

**Facility Rental Task Force Report:** July 2022

**Preliminary Summary Report: January through June 2022**

**Facility Rental Task Force**

**July 2022**

Task Force Members: Jude Bias, Alex Halley, David Shutt, Kurt Wassenaar, Kay Frazier (Treasurer, Board Liaison, Facilitator), Sean Skally (Staff Liaison, Director of Administration and Finance)

The purpose of this report is to inform and seek input from the UUCville Finance Committee and Board of Trustees on the progress and deliberations of the Facility Rental Task Force.

**Introduction**

A Facility Rentals Team was formed in January 2022 to assist the Director of Administration and Finance (DAF) and the Treasurer to review all policies and practices related to our church facility rentals, with the purpose to explore increasing the revenue stream from rentals of our buildings and grounds. As work progressed and the scope of need, issues, and duties became better understood, including recommending policy changes, the Board of Directors appointed the team to an Ad Hoc Facility Rental Task Force in June 2022.

**Task Force Charter**

The Ad Hoc Facility Rental Task Force defined its purpose and desired outcomes as follows:

- Establish a vision, clear goals / desired outcomes, and values to guide why and how we are renting church facilities (e.g., a vision might embrace seeking rental uses that directly

broaden our core mission, and/or more fully use our spaces to add to congregational vitality, and/or uses that generate revenue).

As part of or as a complement to reaching the above end state, the Task Force is working to:

- Understand the past congregational work, rental and revenue history, and the relevance to the present circumstances.
- Understand the history of our sanctuary, buildings, and grounds to determine if there are insights and lessons that might inform how we steward/preserve and enhance the future use and rentals of our facilities.
- Develop policy and processes that support the established vision and values.
- Develop a rental program that provides a sustained source of revenue.
- Report periodic findings and recommendations to the Finance Committee and Board of Trustees; making the reports available to the congregation for review.

### **Task Force Work to Date**

The early work of the Task Force focused on more fully understanding the parameters of renting our church facilities, clarifying our overall scope of work, developing tasks and timelines, educating ourselves on the history and status of our current rental program, and researching and benchmarking ourselves to other organizations and UU churches.

Our work to date includes:

- Developed a draft vision and values statement (see next section).
- Completed a review of the history of the sanctuary, buildings, and grounds for archival information.
- Sean provided the task force with a thorough briefing on recent rental history, revenue history, the status of rentals, and the strengths and weaknesses of our current practices.
- Conducted a walk-through of our sanctuary and buildings to assess current conditions.
- Researched and benchmarked fee schedules and rates of local churches, relevant local organizations, and other UU churches. Compiled and analyzed the information, and is in the process of developing recommendations to update fee schedules and rates.
- Researched and compiled facility rental policies from other UU churches and local organizations. Began an assessment of our current policies to align with our mission and values, and to consider how we might approach updated administrative processes, risk management, financial management, and the customer experience.
- Researched websites of other UU churches and organizations for marketing practices and web design ideas. Began to build a collection of photographs for marketing purposes. Began work to update our current website, as an interim step, to improve marketing.
- Refreshed and updated rental agreements and forms, to include the use of our current name and logo.

- Began work to develop updated descriptions of current facility rental spaces, and to assess the buildings and grounds for future rental potential. This work includes code considerations and analysis, maintenance and improvement needs relative to rental capacity, identifying areas not available for rent, and space use and needs of the congregation, its leadership, and administrative staff.

### **Draft Vision and Values**

For Board consideration, the Task Force developed the following working vision and values to inform the drafting the policies and practices of an updated facility use and rental program:

Vision: We are fully utilizing and stewarding our sanctuary, buildings, and grounds (campus) to benefit our congregation and in living our mission and values.

Values:

- The primary purpose of our campus is to support our ministries, faith development, and congregation-sponsored events. Priority use is given to the congregation.
- Stewardship and responsible management of our campus are priorities of the congregation.
- The Facility Use Policies/Practices will reflect:
  - Our congregational mission, vision, values, and the UU principles;
  - A desire to solidify and broaden our presence in the Charlottesville community by living our mission through social action;
  - The value of membership in the congregation;
  - Development and management of rentals of our facilities as a sustainable revenue stream;
  - A fee structure and rates that aligns with our mission and principles i.e., nonprofit vs for-profit rates, member rates vs standard rates, and waivers of fees for approved social action and ministerial activities.
- Development and monitoring of sound financial practices and policies are essential complements to facility rentals.

### **Rental and Facility Use History**

In the five years before COVID, rental income was progressively increasing with income peaking at \$18,238 in the Fiscal Year 2019-2020. This revenue was generated predominantly from consistent long-term weekly and monthly rentals. Staff built a positive relationship with the renting groups and their work was instrumental in increasing rental revenues.

There is also an important historical element in the use of our facilities for ministerial and social actions, waiving all fees. These uses include but are not limited to, a long-standing relationship with People and Congregations Engaged in Ministry (PACEM) to provide seasonal temporary shelter for the homeless, and serving as a host site for Twelve-Step programs. Our facilities are

also used to host meetings and events that align with our ministries and congregational concerns.

Covid protocols had a significant negative impact on rentals with income dropping significantly. Staff accommodated rentals as best as possible during this time, maintaining relationships with long-term renters and creating opportunities for rental of space on the grounds.

Over the past several months, inquiries for rentals have increased significantly from both past renters and new renters. The new technologies in the sanctuary and social hall are proving to be attractive to renters. Clarifying Covid protocols for renters is also helping in assisting potential renters to assess their options while protecting our staff and congregation.

The work of the Facility Rental Task Force is timely as we strive to return to pre-Covid revenue levels and as we continue to explore a Stewardship Ministry that builds appreciation for all our assets and works towards financial stability.

### **Short term Recommendations**

As a result of the work to date, the Task Force recommends the following short-term steps to improve the use of our campus:

- Declutter, organize, and clean the facilities, including storage areas, to make spaces more conducive for congregational use and rentals.
- Form a Building Committee to steward the care of our buildings and assist with maintenance.
- Inventory tables, chairs, tech equipment, and meeting support supplies; list available resources in the marketing materials.
- Improve our website presence to support current rental demand. Make rental information more accessible and easier to locate on the web.
- Inventory and describe the technologies available in the sanctuary and social hall to the congregation and renters, with accompanying policy and fee rates.

### **Deliberations/Work in Progress**

Work continues to complete these tasks:

- Complete assessment of current policy through the lens of our missions, visions, values, UU principles, and research findings. Revise/rewrite current rental policy as needed. Shepherd new policy recommendations through the policy revision process.
- Complete the building and grounds assessment.
- Understand, document, and have a way to monitor and adjust facility rentals to the ongoing needs and priorities of congregational use of the facilities.

- Assess staff resources; including a cost vs benefit analysis, assessing the capacity of current staffing levels to manage rentals and assure effective risk management, and consider funding models for additional staff support.
- Develop a comprehensive marketing plan for the rental program to include a redo of facility rental pages on our website, production of a rental brochure, and updating all forms and agreements with any new or revised policy.
- Create final reports for the Finance Committee and Board of Trustees.
- Communicate with the congregation.

Submitted to Finance Committee and Board of Trustees: July, 2022

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### **President's Report to the Board: July, 2022**

In the last month, several people have told me "Hope is a practice."

UUCville is a sanctuary for hope. As we come together with a commitment to love and to express our love in action, we build a community of hope. We take a stand that we can and will make a difference in the world. I am hoping that our work in Developmental Ministry will place us in an even stronger position to care for each other and the world and to build hope.

As we move into our Developmental Ministry with Rev. Tim, I have been focusing on our Developmental Goals and considering how we will work on them. I hope everyone can continue to propose actions we might take related to all four goals as we continue this important work.

The first goal is to define a broad shared vision of our purpose. We can be a powerful presence in the world when we unite in a shared vision. How can we come together and see the big picture of who we are and the good we can do in the world?

The second goal is to be a more welcoming, inclusive and anti-racist congregation. Would it help to have trainings for the whole congregation on how to be more welcoming to each other, newcomers, young adults and people of marginalized groups? Could we have a leadership development program to foster more inclusivity? Could we look at the UUA secret seeker checklist to evaluate how we are at welcoming newcomers?

The third goal is to strengthen our Stewardship ministry. Our Finance Committee, our Treasurer, Kay Frazier, and our DAF, Sean Skally, have already started to envision a broad Stewardship ministry. We have a new Facilities Rental Task Force who will come to our July board meeting to give us an update. How can we learn about and support Stewardship ministry?

The fourth goal is to strengthen our internal processes and communication skills, build trust and be more functional. Some wonderful ideas have been proposed that might be big steps toward

this goal: renewed covenanting, Caring/Friendship Circles, Elder Net/Service Sharing and expanding Covenant Groups. People have also suggested more fun/community building activities: Circle Dinners, Outdoor movie night at the church, guitar nights, potlucks, and park gatherings. Through the pandemic, our Communications Committee and our staff have made huge strides in making our communications more clear and accessible with: an updated website, using the Breeze system, Zoom and streaming, and with beautifully designed weekly emails. The board has worked hard to build trust with transparency, congregational conversations, Sunday service board welcomes, budget information on the website and budget information sessions. How can we make sure that we develop a culture where everyone feels that they have the interpersonal connections and information they need to feel fully a part of the congregation?

I look forward to exciting times as we generate ideas and put them into practice!

On another note, I want to again thank all the people who keep us going. Thanks to the wisdom and action of Sean, we survived the lightning strike. Thanks to quick thinking (and acting) members and staff, we survived the basement flood. Thanks to the hard work of the yard sale folks and the donations, it looks like we will have a fun and lucrative yard sale on July 23<sup>rd</sup>. So many other activities are happening, I am glad we have the newsletter and website to keep up!

I am glad we are together; it helps me keep the hope.

Submitted by, **Pam McIntire**

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#### **Vice President's Report to the Board:** July, 2022

**Personnel:** The Personnel Committee met on July 18<sup>th</sup> and will continue to meet on the 3<sup>rd</sup> Tuesday of the month at 3PM (ZOOM). We reviewed the Personnel Committee purposes, responsibilities, resources (UUA), and the yearly calendar. The Committee selected Carol Gardner as Chair, and Bob Brett to take minutes. Plans are in the works to have Rev Tim join us for a meeting to discuss his thoughts on the role of personnel committees.

**Covenant Groups:** I have resigned from the Covenant Group Steering Committee: currently Cathey Polly and Patsy Swindler remain.

**Policy Review Team:** The Policy Review Team will be amending the bylaws to remove references to TJMC (replaced with Unitarian Universalist Congregation of Charlottesville, or the Congregation.) We are adding the changes to Article 1 that were voted on by the Congregation June 6, 2022. When the Congregation meets again, we will have another vote to approve the Bylaw proposal to remove the option for nominations from the floor.

**The Yard Sale** is being led by Simone Cote, with Lorie Craddock assisting. There will be two live, on-site sales, with clothing, books and toys offered on July 23; furniture and housewares August 20. Volunteers are busy sorting donations. Thanks to Lorie Craddock for discovering the flood in the Lower Hall and notifying staff immediately. The quick action by Lorie and volunteers helped move all the yard sale items that were being stored in room 3 to a safe, dry location: no easy task.

**The Auction Group**, which includes Elizabeth Breeden, Bev Ryan, and Sandy Brooks is working on a silent Auction for Sept 17<sup>th</sup>. The current working plan and hope is that we will feature Artwork, Jewelry, dinners, vacation houses, and services. There will be an opportunity to bid online or in person. More to follow.

Over the next month, I will be contacting identified committee chairs listed on the “Who Does What” page of the website, as new members are joining committees and chairs may be changing.

Hopefully will have this done by September.

Submitted by, **Bev Ryan**

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#### **Treasurer’s Report to the Board: July, 2022**

##### **End of the Year Financial Report 2021-2022**

The Finance Committee has reviewed the End of Year (EoY) financial reports for the Fiscal Year 2021 -2022. The EoY 21-22 projection is that revenues will exceed expenses. Sean is in the process of verifying several accounts before officially closing the books for FY 21-22. The surplus revenue is attributed to a historically high (and unanticipated) level of honoring pledges, one-time donations, the ministry and pledge drive team messaging the importance of pledges, and the staff’s diligence in monitoring and containing expenses.

The Finance Committee is in discussion on developing recommendations for the allocation of the year-end surplus. Also under discussion by the Finance Committee is a funding strategy to replace the two HVAC units for Summit House. (See the DAF report for a status report on this project).

Submitted by: **Kay Frazier**, Treasurer

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#### **Minister of Faith Development’s Report**

### ***Sunday Programming***

**Children & Family Faith Development** continued Sundays 9:30-10:30AM through July 24 using the playground as our outdoor classroom. Our exploration of “World of Wonder,” wrapped up with a multi-sensory walk and a “make your own mini-pizza party!” Each lesson connected back to our Unitarian Universalist faith and our 7<sup>th</sup> UU Principle honoring our interconnectedness to the web of life. Starting July 31 through September 11, we will have supervised childcare (with summer fun activities such as bubbles, hula hoop play, etc.) for all ages on the playground concurrent with worship. Thank you to Patty Wallens and Maggie Record for their wonderful, dedicated leadership of the program this spring and summer and to all the families who participated!

Our **middle school youth group through high school youth** had a pool party on July 10 that was fun for all. Our **YRUU** (senior high) gathered to make meal packets after we received a call from UVa Medical Center letting us know there was an urgent need. With the leadership of Margaret and Michael Gorman, the youth (with help from the family faith development crew) made close to 100 packets to be donated. Our Meal Packet Ministry continues to be a very tangible source of meaningful support to those experiencing food scarcity while loved ones are receiving medical care.

I will be reaching out to families in our congregation over the next several weeks to learn more about their interests and comfort levels (due to covid) with potential fall faith development programming. It is a busy time of discernment, planning and preparation as we image what our faith development for children and youth and families might look like in the coming months.

Following Rev. Linda's departure, I was in the pulpit June 19 celebrating LGBTQI+ Pride and on July 24 focusing on our ministry theme “Cultivating Presence.” Rev. Tim and I are already meeting and working together on next year's calendar and programming ideas. I look forward to officially welcoming him August. 1.

### ***Adult Faith Development***

Our Active Hope group continues to meet once a month as a place to help people cope with and address climate change. A new offering, social dance, lead by Larry Moulis has been well received with over a dozen participants. I look forward to putting together the schedule for fall offerings including a class by Rev. Tim as well as the Transforming Hearts program I mentioned in our Pride Service. Work is underway to set up both the new UUCville Women's Book Group and the UUCville Women's Social Group. I am also hoping to support leadership to launch a UUCville Women's Spirituality/Ritual Group. When the temperatures cool down in the fall, I will follow up with our Rivanna Trail hiking initiative.

Seven congregants joined me in participating in the Side with Love's training for congregational mobilization around reproductive justice. We will be coming up with a plan for how to engage the wider congregation in this important justice work.

**Pastoral Care**

Involvement in pastoral care and meeting with individual congregants continues to be a significant aspect of my work. I will be officiating at a wedding for the son of a congregant in September.

**Building Use & Re-opening Task Force**

The task force will meet again in early August. We check in with each other as needed.

**Newcomers & Visitors**

We continue to have many new people finding their way to us—which is wonderful! I have been interacting with UUs new to our congregation as well as individuals and families new to UU and working to help them connect with us in meaningful ways.

**Professional Development**

It was wonderful to participate in our denomination's annual meeting virtually. I found the plenary sessions and worship services meaningful. There are several recordings of events from GA that I am looking for ways to share with the congregation.

I will be on Study Leave from Sunday August 7 through Thursday August 18. Rev. Tim will be with us and available for any pastoral emergencies while I am away.

For the past year, I have been taking classes with The Center for Holding Space and completed their Foundation Program in June. I applied for their Practitioner Certification Program and am happy to share that I learned this week that I was accepted. I look forward to engaging with this 27-week program beginning at the end of October and running through June.

In faith and with love,  
Rev. Leia

Submitted by, **Rev. Leia Durland-Jones**

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**Director of Administration and Finance's Report****COVID-Safety**

- Worked with Building use team to keep our congregation, staff, and renters safe
- Having monthly meetings

**Finance**

Finance Recap

	As of June 2022	As of June 2021
Total Revenue	\$576,579.88	\$440,828.62
Total Expenditures	\$521,129.03	\$518,898.01
NET OPERATING REVENUE	\$55,450.85	\$10,952.61

- UUCEF and Restricted accounts are now accounted for on reporting accurately
- [Budget Vs Actual EoY](#)
- [Statement of Activity EoY](#)
- [Statement of Financial Position EoY](#)
- [June UUCEF YTD](#)
- [June UUCEF Monthly Statement](#)

## Administration

### Safety & Security

- No news to report

### Regulatory

- Submitting new Not for Profit Status application to IRS

### Attendance

YEAR	2022	2021	2020	2019	2018	2017	
Jan	91	194	288	208	265	230	
Feb	94	183	154	229	208	271	
Mar	120	179	100	205	238	289	
April	131	158	175	199	258	243	
May	135	123	182	191	207	237	
June	132	118	112	170	139	139	
July		98	105	137	135	140	
Aug		107	137	165	136	336*	*the month with the Jesse Jackson visit
Sept		83	107	215	250	265	
Oct		60	92	116	161	NA	
Nov		99	134	214	202	225	
Dec		84	146	161	169	238	

### Information Technology and Computers

- Installed
  - 2 Nest Doorbells
  - Wireless mics for board meeting
- Set up two laptops for AV
- Repaired Wifi and ethernet to upstairs offices
- Repaired multiple blown power outlets

## **Communication**

Committee back up and running!

## **Membership**

302 members in Breeze

## **Personnel**

- Hired new new AV Tech Rachel Buckland
- Working on getting Tim Temerson on-boarded
- Leigha Rae 6 month eval complete

## **Buildings and Facilities**

### **Rentals:**

- Blue Ridge Music Together returns in the Fall
- New renters: IMCC (Insight Meditation Community of Charlottesville)
- CHEC will start on August 22

### **In progress:**

### **Electrical Damage Claim**

- Lost:
- Kyocera Copier power board \$1111 (including labor)
- B-520-RX-230-IR, Binary HDMI Extender Receiver ~\$150
- NetGear 16 port Ethernet Switch ~\$100
- Onn 4 port HDMI splitter ~\$32
- \$1000 deductible, will get back about \$500-600

### **Flood Damage Claim**

- Still in the works no bill from ServPro, no info on claim

### **Summit House HVAC**

Old system uses refrigerant (R-22) that is now out of compliance with 2020 updates to the EPA Refrigerant Management Program, Section 608. Regulations do not call for replacement, but no R-22 is allowed to be made or imported, so supply is non-existent. Lack of air conditioning is impacting our rentals of Summit House.

We have a proposal from Beck Cohen, and are waiting on proposals from WE Brown and Albemarle Heating and Air.

### **Gardens and Grounds**

- Ash trees have been treated
- Hauled bulk material away

Submitted by **Sean Skally**, Director of Administration and Finance

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**Membership Report for July 2022**

- TOTAL MEMBERSHIP as of June 29 2022: 305
- Additions: Simone Cote
- Drops: None
- TOTAL MEMBERSHIP as of July 21, 2022: 306

Submitted by, **Beth Jaeger-Landis**